

Financial Proposal Specifications and Proposal Form

**1. Financial proposal Forms**

The proposal must use attached Financial Forms to present the financial proposal.

**2. Instructions for Financial proposal Form**

The financial proposal form shall be used by the proposer to present the prices of all the goods and services. All hardware and software prices must include three years parts and labor warranty in the unit price.

The Vendor may add or remove items from financial proposal form. However, the Vendor is responsible for listing all goods and services required to deliver to the City a fully functioning Port Security Video Surveillance System as specified in this RFP.

**2.1 Part A:**

The quantities listed in Part A of Financial Proposal Form should not be changed. The City will decide the actual quantities before and/or during project implementation. However, the unit price shall remain unchanged during the first three years of contract and shall be used for any work order.

Please note some HW/SW unit price include the installation labor while other unit cost does not include installation labor.

**2.2 Part B**

The Vendor shall enter in part B, the not-to-exceed hours for each category of professional services and their respective hourly rates. This represents the total level of efforts, for each professional services required to furnish the City with a fully function system as specified based on the quantities of equipment stated in Part A. Savings from one category cannot be used by another category of professional services.

For the installation of WAP, City intends to provide, at no cost to the Vendor, two crew members from SDOT with a bucket truck, as well as a Technical project engineer.

The Vendor should integrate these City resources into their field installation team to expedite the installation and testing as well as to keep costs down.

### **2.3 Part C**

The Vendor should provide future annual maintenance cost for each of the Hardware and Software listed in Part A.

### **2.4 Part D**

The Vendor should provide future unit labor cost for the time and material maintenance.

3. During evaluation and at the City's option, the City will add or subtract items in a price proposal to assure that the proposals are functionally comparable. For example, if one system requires 100 hours of City staff time and another 300 hours of staff to achieve comparable functionality, the City will adjust the evaluation of the financial proposals accordingly.

4. The Proposer offering the lowest cost based on extended price and over an 8 year period will receive the maximum evaluation points.